



SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY

[DEEMED TO BE UNIVERSITY]

Accredited "A++" Grade by NAAC | 12B Status by UGC | Approved by AICTE

www.sathyabama.ac.in

Ref No. Sathyabama/Centre for Research/ Ph.D Viva-Voce-Cir/2024

Date : 29th August, 2024

CENTRE FOR RESEARCH

CIRCULAR

With effect from September 2024, this is to inform that the Ph.D Viva Voce Meeting will be conducted through Offline mode.

1. After the receipt of both National and International Examiner reports, an official letter from the Office of Research will be issued to the candidate for conduct of defending Viva-Voce examination with Supervisor, National Examiner and a nominee appointed for the International Examiner.
2. The corrections to the queries raised by National and International Examiners based on the evaluation of the thesis in respect of the research scholar, should be incorporated and must be duly verified by the Supervisor. An official letter from both National and International Examiner nominee, certifying that corrections have been carried out in the thesis should be submitted to the office prior to the conduct of Viva-Voce examination, so that there is no ambiguity in the report.
3. Supervisor should send an official letter and form14 (Download Icon of Research website – Sl.No.29) requesting for the conduct of Viva-Voce after fixing the date for Viva-Voce along with the above certified letters from National and International Examiner Nominee.
4. The Viva-Voce notification will be sent to the Supervisor, Examiners and Candidate after receiving the required documents.
5. On the day of Viva-Voce, National Examiner, International Examiner Nominee, Supervisor with a minimum of 30 members audience excluding the Oral Board Members should be present for the Viva – Voce Examination. Doctoral Committee members can also join the meeting if available. It is the responsibility of Supervisor to arrange the audience, in the candidate's area of Specialization only.
6. After successful completion of the Viva-Voce meeting, the following documents are to be submitted to the email deanresearch@sathyabama.ac.in
 - (i) Minutes of the Viva –Voce Examination duly signed by Oral Board Members.
 - (ii) Claim form of Examiners and Supervisor should be submitted.
 - (iii) Soft and Hard copy of thesis should be submitted.

S/d- **Director (Research)**